Housing Policies Consistency Checklist

The following checklist is used for determination of consistency between the low-income housing proposal and the City of Seattle 2018-2022 Consolidated Plan for Housing & Community Development, the Seattle Housing Levy Administrative & Financial Plan for Program Years 2021-2023, and the Seattle Office of Housing's Funding Policies.

1. Complete the checklist below and save as "Project Name_Consistency Checklist_MM.YY" where MM is month and YY is the year. Email the completed checklist to Laurie Olson (laurie.olson@seattle.gov)at the Office of Housing, subject line: "Project Name - Housing Policies Consistency Checklist."

2. The following documents must be included as attachments to the email. Please use the document names listed below.
    a. Draft community relations plan
        i. "Project Name_Draft Community Relations Plan_MM.YY"
    b. Neighborhood notification written notice, letter, or flier
        i. "Project Name_Neighborhood Notification_MM.YY"
    c. List of recipients of neighborhood notification
        i. "Project Name_Recipients List_MM.YY"

*The complete consistency checklist with all required documents is due to OH **at least three weeks (21 days)** in advance of the date when certification is needed. Please plan accordingly.*

I. Developer Information

Date: 8/22/2022

Applicant/Developer: Africatown Community Land Trust

Project name: Keiro

Project full address: Click to enter text

Contact information of person completing checklist:

Name: Laurence Hicks

Agency: Africatown Community Land Trust

Full Address: 1601 East Yesler Way, Seattle, WA 98144

Phone: 206-816-4438

Email: laurencehicks@africatownlandtrust.org

Fax: Click to enter text

II. PROJECT INFORMATION

A. Unit mix and populations served

Provide a brief description of the project in 4-5 sentences, including unit mix and populations served.

Keiro is expected to be the third major mixed-use real estate development project developed by Africatown Community Land Trust (ACLT) — through strategic community partnerships — to fight gentrification and meet identified needs in the Central District community. Prior to development, the building operates as an interim homeless shelter but will serve families and the workforce long-term. The building will have 238 total units with 46 studios, 170 1-bedrooms, and 22 2-bedrooms.

Complete the following chart of units and AMIs served by the project.

Number of Units	AMIs Served
Enter number	≤ 30% AMI
Enter number	≤ 50% AMI (not included above)
238 units	≤ 60% AMI (not included above)
Enter number	≤ 80% AMI (not included above)
Enter number	Unrestricted
Enter number	Total Units

B. Units for people experiencing homelessness

- Does the project include units for people experiencing homelessness? ☐ Yes ☒ No
- Type of homeless housing:
  - ☐ Transitional
  - ☐ Permanent
    - ☐ Permanent Supportive Housing (includes services such as on-site case management, mental health, health care, and chemical dependency services)
- Total number of units for chronically homeless: 0
- Total number of units for <u>not</u> chronically homeless: 0
- Homeless population served:
  - ☒ Single adults
  - ☒ Families
  - ☐ Youth and young adults

C. Site control

- Legal name of current property owner: 1601 Yesler LLC
- Is the current property owner the applicant/developer? ☒ Yes ☐ No
- Date of applicant/developer signature of the purchase and sale agreement, if applicable: Click to enter text
- If the applicant/developer has secured site control, are there contingencies on the purchase? ☒ Yes ☐ No ☐ N/A
    - If there are contingencies on site control, provide a brief description and the earliest date they could be released:

Click to enter text

- Does the proposal renovate an existing building? ☐ Yes ☒ No
    - If yes, when did the applicant acquire ownership of the building? Click to enter a date

D. Property ownership structure

Provide the name, title, and organization/agency of each person who will be managing member of the property ownership structure.

Name	Title	Organization/Agency
Click to enter text	Click to enter text	Click to enter text
Click to enter text	Click to enter text	Click to enter text
Click to enter text	Click to enter text	Click to enter text
Click to enter text	Click to enter text	Click to enter text
Click to enter text	Click to enter text	Click to enter text

III. Funding Applications Requiring Consistency Certification

A. City of Seattle, Rental Housing Program (long-term funding)

Estimated Funding Amount	Application Due Date
$18M	9/15/2022

B. City of Seattle, Acquisition and Preservation Program (short-term funding)

Estimated Funding Amount	Application Due Date
$5,800,000	10/4/2021

C. Non-City Agencies

Estimated Funding Amount	Application Due Date	Funding Agency
$4,000,000	8/2/2021	State Housing Trust Fund
$4,120,000	9/16/2022	Other - Please Specify
Click to enter text	Click to enter a date	Choose an item
Click to enter text	Click to enter a date	Choose an item

IV. CONSISTENCY WITH CONSOLIDATED PLAN

Program	Priority Need	Outcome
Rental Housing Program	☒ Affordable housing for low-income households ☐ Homeless housing units ☐ Accessible units for households with physical disabilities ☒ Range of unit sizes, including larger units for families with children ☒ Affordable housing, including publicly supported housing, affirmatively marketed to reduce disparate impacts on protected classes ☐ Publicly supported affordable housing for people with disabilities ☐ New construction of or investment in publicly owned housing ☐ Affordable housing with access to support services ☐ On-site support services ☐ Community-based support services	Total rent/ income-restricted units: 238 Total homeless units: Enter number Total 2(+) bedroom units: 22

V. CONSISTENCY WITH SEATTLE OFFICE OF HOUSING FUNDING POLICIES

A. Rental Housing Program (Housing Funding Policies, pp. 2-3) *Check all that apply*

- ☒ Provide a mix of affordable rental housing, serving a range of households and income levels consistent with income limits and affordability requirements for each fund source, to promote housing opportunity and choice throughout the City.
- ☒ Contribute to countywide efforts to make homelessness rare, brief, and one-time by providing housing that serves individuals and families who are homeless or at risk of homelessness, including those with long or repeated periods of homelessness, chronic disabilities, criminal records, or other significant barriers to housing.
- ☒ Provide a stable and healthy living environment where low-income individuals and families can thrive, with culturally relevant and linguistically competent services, and with access to education, employment, affordable transportation, and other opportunities and amenities.
- ☒ Promote preservation of affordable housing, and prevent displacement of Low-Income residents, through purchase and rehabilitation of existing housing.
- ☒ Contribute to the City's equitable development goals through the development and preservation of affordable housing in low-income neighborhoods where underserved groups have historic ties, including neighborhoods where low-income individuals and families are at high risk of displacement.
- ☒ Contribute to the development of sustainable, walkable neighborhoods, particularly near high-capacity transit, giving Low Income residents access to transportation, services, and economic opportunity.
- ☒ Work collaboratively with other funders of affordable rental housing to ensure that the greatest number of quality affordable housing units are preserved or produced each funding round.
- ☒ Promote cost-effective sustainable design, construction, rehabilitation, and operations of affordable housing.
- ☐ Reinvest in low-income housing when necessary to upgrade major building systems, improve operations, energy efficiency, and safety, and extend the life of the building.

B. Acquisition and Preservation Program (Housing Funding Policies, p. 49) *Check all that apply*

- ☐ Not applicable (no short-term City funding, move to next section)
- ☐ Acquire and preserve existing affordable housing, including occupied buildings that are subsidized rental housing or affordable private market housing, particularly such occupied buildings where low-income residents may be at risk of displacement.
- ☒ Provide affordable housing opportunity in communities where low-income residents and communities of color may be at risk of displacement.

☒ Produce or preserve low-income housing in high-capacity transit station areas and locations with high-frequency transit service, to provide access to employment and services.

☒ Support cost-effective housing investment, particularly where short-term acquisition financing is critical to achieve cost savings.

☒ Leverage significant funding for housing development, operations, and/or services, or project-related infrastructure investments, which may be lost without the availability of short-term acquisition financing.

C. Resident Population Priorities (Housing Funding Policies PDF, pp. 3-4) *Check all that apply*

☒ Housing for homeless families, adults, and youth and young adults, including chronically homeless individuals with disabling conditions.

☐ Housing for seniors and people with disabilities.

☒ Housing affordable to low wage working families and individuals.

D. Location Priorities (Housing Funding Policies PDF, p. 5)

Complete the following chart for the project.

Project Address	1601 E Yesler Way, Seattle, WA 98144
Project Neighborhood	Central District
Project Urban Village or Center* **If applicable. Use **SDCI GIS** to identify the name and type of urban village*	23rd & Union-Jackson Residential Urban Village

Describe in 3-4 sentences how the housing project meets the following location priorities. Check all that apply.

☒ Provides access to transit:

The site is well served by transit, being located near many bus routes and 1 block away from the First Hill Streetcar. The Bus Routes that are within 0.5 miles of the site include 27, 8, 9, 43, 49, 630, 984, 14, 4, and 48. With so many transit options near the site community member will be able to travel around the city with ease.

☒ Provides access to opportunity:

Keiro is located at the edge of the Central District and International District, both areas are well resourced with schools, healthcare, grocery stores, transit, and more. Members of the Keiro community will have an opportunity to enjoy city life with access to quality schools, food, work, healthcare, and more living in an area with high access ti opportunity. As a non-profit, community development agency, it is our responsibility to provide opportunities to our community that are inclusive, equitable, and anti-racist which requires understanding the systemic factors that result in families experiencing poverty, incarceration, or migration.

☐ Advances equitable development goals and address displacement:

ACLT acquiring the Keiro Site is the product of a broad coalition of community advocates pressuring developers into halting their market-rate development, which was expected to increase rates of displacement and gentrification, to sell the property to a community-based developer. Last year Africatown Community Land Trust acquired the property and immediately converted it to be used as an interim homeless shelter for the community and by doing so successfully prevented residential, commercial, and community displacement in the Central District (D2). This project will further prevent community displacement through the provision of an early learning center that will augment affordable housing. Given that these centers typically have a hard time finding affordable commercial space this project will mitigate commercial displacement by working to co-locate an operator that otherwise would not be able to open in the Central District due to cost-prohibitive rents.

☒ Serves the needs of residents:

In order to guarantee that our work will provide a community benefit, we develop our projects intentionally through a community co-creation process. This process has allowed our projects to be developed in a way that centers justice and equity by amplifying Black voices and promoting the real needs and aspirations of the community. Our process involves engaging the community in a series of ciphers that span the entire lifecycle of project development: acquisition, development, fundraising, construction, and programming.

☐ Proximity to where development has generated payment contributions:

Click to enter text

E. Community Relations (Housing Funding Policies PDF, pp. 65-68)

A consultation discussing the community relations plans is required <u>prior</u> to release of purchase and sale agreement contingencies, except when renovating existing building previously owned by the applicant/developer.

- Consultation with OH

- Date: 8/18/2022
- Attendees: OH - Laurie Olson, Rosey Zhou, Michael Lum, Muammar Hermanstyne, Laurence Hicks
- Brief 3-4 sentence summary:

This was an introductory call with the Office of Housing to discuss the project's design and financing. As the call progressed, ACLT staff was listening to get insight from the OH staff regarding the application. In addition, there was discussion regarding how the financing could be structured and the project further developed.

- Outreach to affordable housing owners to learn about neighborhood's historical and current housing- and development-related concerns
  - People contacted: Click to enter text
  - Brief 3-4 sentence summary of issues discussed:

Click to enter text

Neighborhood notification is required prior to submitting application for funding, and within one year of application submission.

- Confirm completion of each of the following:
  - Neighborhoods within at least 500' of project site notified ☒ Yes
  - Copy of written notice, letter, or flier attached ☒ Yes
  - List of recipients attached ☒ Yes
  - Draft community relations plan attached ☒ Yes
- Date notice provided by applicant/developer: 1/4/2021
- Briefly describe in 3-4 sentences the information provided:

The information provided in the neighborhood notification letter included a project description, timeline, and contact information.

Various outreach strategies can be utilized in addition to neighborhood notification. Please provide a brief description in 3-4 sentences of the following, as applicable.

- Activities conducted in addition to neighborhood notification:

During the purchase of the project site, we consulted with the Office of Housing, WSHFC and Commerce regarding our plans to reach out to community with our plans to develop the project site.

- Activities planned for maintaining ongoing communication through pre-development, design, construction, and operation:

We have been conducting ongoing community outreach once a month since purchasing the project site.

- Strategies for engaging historically underrepresented communities, including communities of color and people for whom English is a second language:

Our general strategy for engagement with the communities we work with (which are communities of color) has been to reach out through informal networks in order to reach constituencies that we would not otherwise be able to reach.

- Plans for meeting outreach requirements prior to Design Review (see SDCI Director's Rule and DON website):

F.

Public Design Meetings and Ongoing Community Engagement: Stakeholder Engagement: ACLT will begin the initial engagement with the design stakeholder (steering committee) group at Black Dot in the Spring of 2021. Public Design Meetings: Subsequent to these meetings, public meetings will be held early Summer 2021 to gauge the preferences of the larger community. The purpose of these meetings will be to develop a community vision around the housing to be developed. Neighborhood Notification: Concurrent to the application Neighborhood Notification letters will be sent out to the community. These letters were sent out to neighbors within a 500' radius of the site. The letter outlined steps that were being taken to develop the site, location of the site and other information regarding the redevelopment effort. Ongoing (Post Funding Round) Efforts: It is worth noting that there will be ongoing efforts to engage the community after the Combined Funders Application period is over the official Department of Neighborhoods required outreach will begin.

Relocation, Displacement, and Real Property Acquisition (Housing Funding Policies p. 68)

The proposed project **will not** displace households, businesses, commercial, and/or other uses.	Yes

The proposed project involves **temporary** displacement of households, businesses, commercial, and/or other uses.	No
The developer has completed consultation regarding displacement with OH. • Date: Click to enter a date • Attendees: Click to enter text • Brief summary of meeting: Click to enter text	Choose an item

G. Affirmative Marketing, Community Preference (Housing Funding Policies PDF, pp. 68-70)

☒ Applicant acknowledges draft Affirmative Marketing plan must be provided to Office of Housing upon award of funding

☒ Applicant acknowledges final Affirmative Marketing plan must be provided to Office of Housing upon award of funding prior to leasing

☒ Applicant proposes to use Community Preference to prioritize certain applicants when leasing or selling units in communities at high risk of displacement

Developers are encouraged to consult with OH early in the planning process about community-based organizations and resources that may support affirmative marketing efforts.

- Consultation with OH on affirmative marketing
  - Date: Click to enter text
  - Attendees: Click to enter text
  - Brief 3-4 sentence summary of meeting:

Click to enter text

THE FOLLOWING WILL BE COMPLETED BY THE OFFICE OF HOUSING

H. Development Siting Policy (Housing Funding Policies PDF, pp. 64-65)

☐ Not Applicable (no ≤ 30% AMI units)

Address	Click to enter text	
GEOID	Click to enter text	
Census tract	Click to enter text	
Block group	Click to enter text	
1	Estimated number of housing units in the Census block group[1]	Click to enter text
2	Total number of units in proposed project (i.e. total units from page 2 table)	Click to enter text
3	Total number of units in OH-funded buildings that are not yet captured in estimated number of housing units in the Census block group[2]	Click to enter text
4	Sum of units **(#1 + #2 + #3 = X)**	Click to enter text
5	Development Siting Policy calculation **(#4 x 0.2 = X)**	Click to enter text
6	Number of units in service or planned for Extremely Low-Income households in the Census block group according to the latest available OH data[3]	Click to enter text
7	Current capacity for additional rent restricted units for Extremely Low-Income households **(#5 – #6 = X)**	Click to enter text
8	Number of units for Extremely Low-Income households to be included in proposed low-income housing (ELI units from page 2 table)	Click to enter text
9	Capacity for future units for Extremely Low-Income households **(#7 - #8 = X)**	Click to enter text

[1] Housing Funding Policies requires that this be based on 2010 Decennial Census housing unit count plus net new residential units according to latest data available from SDCI. If SDCI is not able to provide permit data by CTBG, the Office of Housing uses the latest ACS Housing Unit estimate for the Census block group.

[2] Includes units in properties with one or more City affordable housing agreements (e.g. surplus property, MHA, IZ, MFTE).

[3] This number should include pipeline units and units that OH has approved as consistent but have pending funding applications.

10	Consistency with Development Siting Policy (units for Extremely Low-Income households is consistent with siting policy if (1) row 9 is greater than zero, (2) the units are located within the Downtown, Uptown, or South Lake Union Urban Centers, or (3) the OH Director finds that one or more "alternative conditions" apply (refer to Development Siting Policy)	Click to enter text

VI. OH Staff Assessment and Recommendation

Confirm project is consistent with local housing policies:

- ☐ Consolidated Plan Priority Needs
- ☐ Rental Housing Program Objectives
- ☐ Resident Population Priorities
- ☐ Location Priorities
- ☐ Community Relations
- ☐ Relocation
- ☐ Affirmative Marketing
- ☐ Development Siting Policy

Recommendation: Choose an item